

Document No. 4183
Adopted at Meeting of 3/18/82

4183

March 18, 1982

MEMORANDUM

TO: The Boston Redevelopment Authority
FROM: Robert J. Ryan, Director
SUBJECT: Staff Personnel Reductions

It is recommended that the proposed vote contained in the attachment be approved in order to effect necessary personnel economies.

Attachments

PROPOSED RESOLUTION

WHEREAS, on December 30, 1968 (see also resolution of January 25, 1961) the Authority pursuant to the recommendation of the then Development Administrator adopted the following policy:

- "1. Re: Establishment of a class of temporary employees to be known as Development Program Employees.

Whereas, the expanded staff requirements for carrying out the Boston Development Program will exist for a temporary period and can best be met by a maximum flexibility in hiring, dismissal, promotion and transfer of staff, and

Whereas, if such staff were to be classified as permanently employed within the meaning of Section 52 of Chapter 121B of the General Laws, it would seriously jeopardize the Authority's ability to carry out the program with maximum efficiency and economy.

Therefore, be it Resolved that there shall be established a new class of temporary employees of the Authority, which shall be known as Development Program Employees who shall be employed from time to time for work in the Development Program and shall not be considered as permanent employees of the Authority. All such employees, unless otherwise specifically provided, may be dismissed at any time for cause or on three months' notice without cause."

WHEREAS, the Director has recommended that the employment of the persons listed on the attached be terminated for cause, namely, lack of money; and

WHEREAS, the Authority has found on evidence presented at the Board meeting of March 18, 1982, that lack of money warrants the termination of employment of the following named individuals and;

On motion duly made and seconded, it was

VOTED: That the employment of the following persons listed on the attachment be terminated for cause, namely, lack of money, said termination to take effect April 16, 1982. Said notice shall be in the form attached hereto and shall include a statement that the Authority does not by this action waive any other causes that it may have for the termination of said employment.

March 18, 1982

TERMINATE ON APRIL 16, 1982

	<u>NAME</u>	<u>POSITION CLASSIFICATION</u>	<u>SALARY</u>
1.	Sheila R. Craven	Senior Staff Photographer	\$14,996
2.	Mildred A. Terrell	Chief Neighborhood Organizational Specialist	18,692
3.	Candace J. Chick	Graphic Designer I	16,076

NAME

POSITION CLASSIFICATION

SALARY

Sheila R. Craven

Senior Staff Photographer

\$14,996

Boston Redevelopment Authority

Robert J. Ryan, Director

March 18, 1982

Ms. Sheila R. Craven
9 St. John Street
Jamaica Plain, Massachusetts 02130

Dear Ms. Craven:

This is formal notice that the Boston Redevelopment Authority, at the meeting of March 18, 1982 voted to terminate your employment on April 16, 1982 for cause, namely, lack of funds. The Authority does not by this action waive any other causes that it may have for termination of your employment.

This personnel action was voted under the provisions of the resolution adopted by the Boston Redevelopment Authority on December 30, 1968 (see also resolution of January 25, 1961) as quoted below:

- "1. Re: Establishment of a class of temporary employees to be known as Development Program Employees.

Whereas, the expanded staff requirements for carrying out the Boston Development Program will exist for a temporary period and can best be met by a maximum flexibility in hiring, dismissal, promotion and transfer of staff, and

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Employees terminated involuntarily who desire to appeal this action may request, in writing, within one week of receipt of this notice, that the Secretary of the Authority schedule a hearing before the Authority Board.

I regret the necessity of this letter. The Personnel Department will be available to answer any questions you may have and render any other assistance required prior to your departure.

Sincerely,

Robert J. Ryan
Director

Boston Redevelopment Authority

<u>NAME</u>	<u>POSITION CLASSIFICATION</u>	<u>SALARY</u>
Mildred A. Terrell	Chief Neighborhood Organizational Specialist	\$18,692

Ms. Mildred A. Terrell
1012 Huntington Avenue
Boston, Massachusetts 02118

Dear Mrs. Terrell:

It is with great pleasure that we inform you that you have been selected for the position of Chief Neighborhood Organizational Specialist in the Office of the Executive Director. This position is a full-time position and is classified as GS-15, Step 1. The salary for this position is \$18,692 per year.

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During the past several years, the Redevelopment Authority has been working to improve the quality of life in the city of Boston. We are now looking for a Chief Neighborhood Organizational Specialist to help us in this effort. We believe that you are the best person for the job.

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Boston Redevelopment Authority

Robert J. Ryan, Director

March 18, 1982

Mrs. Mildred A. Terrell
1616 Massachusetts Avenue
Cambridge, Massachusetts 02138

Dear Mrs. Terrell:

This is formal notice that the Boston Redevelopment Authority, at the meeting of March 18, 1982 voted to terminate your employment on April 16, 1982 for cause, namely, lack of funds. The Authority does not by this action waive any other causes that it may have for termination of your employment.

This personnel action was voted under the provisions of the resolution adopted by the Boston Redevelopment Authority on December 30, 1968 (see also resolution of January 25, 1961) as quoted below:

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Employees terminated involuntarily who desire to appeal this action may request, in writing, within one week of receipt of this notice, that the Secretary of the Authority schedule a hearing before the Authority Board.

I regret the necessity of this letter. The Personnel Department will be available to answer any questions you may have and render any other assistance required prior to your departure.

Sincerely,

Robert J. Ryan
Director

NAME

POSITION CLASSIFICATION

SALARY

Candace J. Chick

Graphic Designer I

\$16,076

Boston Redevelopment Authority

Robert J. Ryan, Director

March 18, 1982

Ms. Candace J. Chick
34 Florida Street
Dorchester, Massachusetts 02124

Dear Ms. Chick:

This is formal notice that the Boston Redevelopment Authority, at the meeting of March 18, 1982 voted to terminate your employment on April 16, 1982 for cause, namely, lack of funds. The Authority does not by this action waive any other causes that it may have for termination of your employment.

This personnel action was voted under the provisions of the resolution adopted by the Boston Redevelopment Authority on December 30, 1968 (see also resolution of January 25, 1961), as quoted below:

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Sincerely,

Robert J. Ryan
Director

March 18, 1982

MEMORANDUM

TO: The Boston Redevelopment Authority

FROM: Robert J. Ryan, Director

SUBJECT: INFORMATIONAL MEMO ON STAFF REDUCTIONS

The personnel reductions presented to the Board today are not necessarily reflective of the professional capabilities of the individuals involved. Rather, these reductions are the direct result of major organizational changes and dwindling financial resources.

The overall administrative budget of the Authority will have to go from \$10 million in 1980-1 to an estimated \$6.5 million by 1982. This is a management goal of reducing the Authority's administrative budget by 35 percent over the course of two years.

There are two major reasons for the staff reduction program

1. Changes in Federal funding levels and procedures, and
2. The evolution of the Authority's role in carrying out its mandated tasks as city planning agency and as principal agency for coordinating and managing development.

The need to reduce the Authority staff had its origins five years ago in the decision by the Federal government to end the Federal Urban Renewal program. (The Community Development Block Grant program became a major source of funding for urban development.) Since that time, the BRA has received Urgent Needs funds for later phases of urban renewal project activities. Urgent Needs funding is also being phased out.

With the end of urban renewal, the BRA lost more than half of its traditional financial resources.

In addition, properties formerly providing rental income to the Authority have been conveyed for development. Hence, we lost another source of funding for administrative costs.

The Authority had received CDBG funds from the City, but that allocation - - as much as \$4 million per year -- is no longer available to us.

And much of the funding available for our renewal activities (grants from the Environmental Protection Agency, for instance), do not contain money for administrative expenses.

The evolution of the Authority's role also makes it necessary for us to reduce the numbers of people employed by the agency. The public investments made by this agency in the 1960's and 1970's have indeed borne fruit. Today there is considerable, in fact, unprecedented private investment in commercial, residential and industrial development in Boston. Managing and coordinating this development activity requires different staffing needs. The Authority, regrettably, has numerous staff in functional areas, such as engineering, family relocation, business relocation and real estate, which are not required to carry out the development agenda of the 1980's.

Reduction in our staff in no way undermines the effectiveness of the agency, nor does it signal any change in the BRA's role as the city's planning agency and as the city's principal agency for development. But the shift from administering publicly funded renewal to coordinating and managing privately financed development requires a smaller, different staff than in the past.

At one point the BRA employed almost 700 people. For several years we have operated with approximately 300 people. In the future that number may be reduced to less than 200. The agency's ability to carry out its mandated tasks has remained undiminished during other periods of staff reduction and I am confident that our level of competence and commitment will not be adversely affected by this latest reduction in staff.

At the same time, it should be noted that the actions today are necessary because of events over which we have little or no control. I want to add that the staff reduction should in no way be construed as a reflection of the competence and dedication of those individuals affected.